

Chicago Department of Fleet and Facility Management
Notice of Availability to Operate Concession on the Chicago Riverwalk
Specification 130132

Clarification #1
February 23, 2015

#	Question	Answer
1	Can the City provide numbers of visitors to the Chicago Riverwalk?	There are no specific Riverwalk visitor counts available at this time. Based on past studies and estimates, however, there are approximately 1.5 million users of the Riverwalk which include tour boat patrons, customers of vendors on the Riverwalk and adjacent retail sites and sightseeing visitors.
2	Will a proposal for boat docking of rental boats be considered for 2015 for Area 4 or just Area 6?	Attachment A BOAT DOCKING: DOCKING PLAN-OVERVIEW shows locations where NO DOCKING will be considered. For the purpose of the 2015 season, the City will consider proposal for all other Areas. Please note, all State and Federal permits will be required and many have a long approval process.
3	In area 6 there is only 90 LF dedicated to boat docking but it shows "private – style yachts" moored up against the wall behind the green area. Is this area going to be available to the public to tie up boats and go to dinner, or would the city be looking for an operator to manage transient dockage in this area?	The City does not have personnel who will be dedicated to docking of private recreational boats. A proposal from an operator to manage transient docking would be considered. The Evaluation Committee would enlist Technical Advisors to consider the merits of such a proposal and any public safety concerns and impacts to navigation.
4	What is the end of the term?	Season is from May 5- November 1, 2015. Additional time to set up at the beginning of the season and cleanup at the end of the season will be available for a maximum of 30 days each. The City may consider alternate proposals for terms with different start and end dates, but the term will be 180 days.
5	If the weather isn't good can we close early?	Specify the dates and times you will operate. You will be required to notify the City if you need to close early for any reason. The obligation to pay the City the MAG still exists if the operations are closed earlier than the license agreement states.
6	When will we have access to the site?	If accepted, the City intends to begin negotiations as quickly as possible. 2FM may provide access to the vendor for up to a 30 day period prior to May 5 under a separate agreement if needed to perform site preparations.
7	Does the City have a promotional budget?	The City will work with the Riverwalk vendors to promote the vendors along with the events and activities on the Riverwalk that will attract people.

8	316 N. Wabash can that site be separate?	Propose the square footage needed for your operations. Portions of the areas can be divided so that multiple vendors are in the same area. Historically, this location was included in Area 3.
9	Will open containers of alcohol be permitted?	For the 2015 Season, open containers will not be permitted in the common areas of Riverwalk.
10	What is the situation with the Manager RFP?	That is an open procurement and cannot be discussed at this time. Vendors selected for the 2015 Season will enter into agreements to operate with the City directly.
11	What's the situation with utilities?	Include your utility needs/requirements in your proposal. Utility availability varies at each Area. Please refer to Attachment A which includes drawings showing locations of existing utility to make connections.
12	What are the rules with amplified music?	Pursuant to section 4-60-074 of the Municipal Code of Chicago, Riverwalk Venue Liquor License holders are not permitted to broadcast music, or offer live entertainment, between the hours of 8:30 pm and 11 am. Tour boat operator licensees are prohibited from playing amplified music after 8:30 pm. Other restrictions may apply depending on the type of operation.
13	How many public restrooms are there?	There are public restrooms in Area 4 and Area 5.
14	What is the long term plan- 5, 10 years from now?	There is currently an open procurement for a long term developer and manager.
15	Will touch and go docking for boats be permitted?	Please review page 22 of Attachment A: Boat Docking: Docking Plan- Overview that show areas where proposals for docking will not be permitted. The City does not have personnel who will be dedicated to oversight of touch and go docking of private recreational boats. A proposal from an operator to manage touch and go docking would be considered. The Evaluation Committee would enlist Technical Advisors to consider the merits of such a proposal and any public safety concerns and impacts to navigation.
16	Can you affix a dock?	Any docks that are not currently permitted will need Army Corps approval and any other applicable permits. The permit process for the Army Corps can take several months.
17	Please confirm utilities/electrical/other at Marina plaza (Area 4)?	In each Area of Phase 2: Electrical- breaker panel, no receptacles Water- 4" stub up Sewer- Floor drains & 4" stub up for sanitary service. There is also access to gas and telecommunications from the Wacker Drive side.

18	Where is the loading zone area for the Marina? Approximately how far from the Plaza?	Please refer to page 21 of Attachment A: Lower Wacker Access/ Loading Area. This site is expected to be the loading area for Areas 2,3,4,5, and 6.
19	Will dollies/ carts be available for transportation from loading to the Marina?	Dolly/Carts will be permitted. 2FM will work with selected vendors to establish systems to easily and efficiently provide materials from the Loading Area to their sites.
20	How do Non-profits project revenues?	Please see Section C, Item 2 Compensation on page 10 and 11.
21	How did O'Brien's (Area 2) cook their food? Portable grill? Fryer? What were their menu items?	The City of Chicago was not involved in the details of the operations of past vendors who participated in the Park District concessions program. CPD is an independent and separate government agency and subject to different rules and regulations for food preparation. For operations during the 2015 Season, please refer to Rider 4: Chicago Department of Public Health Rules and Regulations Re: Riverwalk Food Establishments.
22	What did O'Brien's (Area 2) pay for the space in previous years?	All past vendors contracts were with the Chicago Park District and their payment structure was a straight percentage of gross revenues. Please see Section A, Item 3 for revenues received by CPD from concessions.
23	Signage- will the current O'Brien's (Area 2) awning be allow for the possible new tenant?	If past vendors are not selected by the Evaluation Committee for sites from which they operated, they are responsible for removing their equipment and materials. Selected vendors are encouraged to negotiate with past vendors to purchase items they would use. 2FM will work with vendors on new signage.
24	There is 6,000 sq ft of available space. How much approx. did O'Brien's (Area 2) use?	The contract with CPD did not specify specific square footage. 2FM's estimate is approximately 11,000 sq ft. Please see page 10 and 11 of Attachment A.
25	Are you entertaining the possibility of 2 entities at the O'Brien's space? (Area 2)	Respondents are welcome to propose dividing the space.
26	Are wine/food trucks/vans allowed in O'Brien's (Area 2) or Marina Plaza (Area 4)?	Vehicles do not have access to Area 4. Proposals that include vehicles as part of their operations for Area 2 will be acceptable. Please note, the Department of Public Health and Department of Business Affairs and Consumer Protection may require these vehicles comply with the Food Truck Rules and Regulations in addition to or instead of the Riverwalk Food Establishment Rules and Regulations.
27	Will the city be considerate of "like vendors" too close to each other on the Riverwalk?	Yes.

28	Will there be a “grand opening” and if so, what date is being considered?	2FM will work with selected Respondents to establish a 2015 Seasonal opening event in May. In addition, 2FM is working with Department of Cultural Affairs and Special Events to create a calendar of events throughout the entire 2015 Season.
29	Will the City support the Riverwalk project with any advertising/marketing support?	Yes. 2FM will work with selected Respondents to develop a marketing plan for the 2015 Season.
30	Does the Mercury Tour Boats plan to install a short Iron fence (36"tall) all the way to Columbus Bridge since they dock boats all the way from Michigan Ave to Columbus?	The City is unaware of additional fencing planned by Mercury.
31	There is a big liability with regards to the ropes which are tied to the boats and their electric cords. Mercury often leaves the cords and ropes on the ground instead of tying up the ropes properly and attaching the cords securely off the grounds. Will there be rules to as to how and where you will place those ropes?	2FM will work with all the vendors to minimize liability and coordinate adjacent activities on the Riverwalk so all vendors can enjoy a successful season.
32	Cyrano's (Area 1) lost 75 seats from their new construction.to accommodate the new boat docking (First Lady Cruise) Are there any plans to create new seating along the River? And, if so where?	Please see Section D, Item 3 on page 15 of the NOA: Site Specific Concession Operation Plan. 2FM will negotiate the final footprint for each selected vendor to accommodate operations as much as possible.
33	Does the City have any intention to address the old bushes problems, greenery that attracts & hide rats, mosquitos, Homeless?	2FM intends to have a landscaping program as part of the Maintenance and Operations plan for the 2015 season. Respondents are welcome to propose removal of landscaping as part of their Proposal, however, please also refer to the Attachment C: Guiding Principles of the Riverwalk as it calls for a “strong feeling of nature...”Proposals could also include additional landscaping for the area, which would be well received.
34	The area along the river between Stetson and Columbus bridge has outdated landscaping and does not reflect the City of Chicago landscaping that the mayor desires. Whose responsibility will it be to update them?	Landscaping maintenance will be included in the 2FM Maintenance and Operations for the 2015 Season, but does not include removal or replacement. Proposals that include landscaping improvements will be well received.
35	Page 11 states that the Certified Financial Statement is due no later than Dec 15. This deadline does not allow ample time to close out the season’s records and have an accountant prepare the required financial documents. If payment is submitted on 12/15, can the CFS be submitted at a later date? February 15 would allow reasonable time to complete this.	The Season ends November 1. This allows six weeks to complete this requirement. 2FM would like all revenues from concessions received before the end of the year to align with reporting requirements for the FHWA and TIFIA program.

36	To encourage food trucks to activate the Riverwalk, will the City waive their 2 hour parking time limit to allow food trucks to stay longer?	Please see the response to Question 26. It is the intent of the Notice of Availability to bring vendors to establish locations within the Areas shown in Attachment A. Proposals that include the parking of food trucks on the Riverwalk itself will be considered, however the goal is to have established vendors at a specific and consistent Chicago Riverwalk locations throughout the entire day for the entire 180 day Season.
37	On page 17 of the NOA document it refers to the Proposal Affidavit that must be completed (bullet point #11 on p. 17). The NOA text refers to the Affidavit as Attachment I. There is no Attachment I in this document. But there is an "Attachment F: AFFADAVIT" on page 88 that sounds like the same content. Is the Affidavit being requested in the NOA text what is included as Attachment F on pp. 88-89?	Attached F: AFFADAVIT should be used.
38	Will metered water and sewer be provided to the area in Phase 1 between Lake Shore Drive and Columbus (Area 1)?	Metered water and sewer in Phase 1 between Lake Shore Drive and Columbus is likely to be cost prohibitive for the 2015 Season. However, proposals that identify and overcome that challenge, could be considered.
39	Will metered electric be provided in the area in Phase 1 between Lake Shore Drive and Columbus (Area 1)?	2FM will work with selected vendors to coordinate electrical connections in Phase 1 between Lake Shore Drive and Columbus.
40	If alcohol sales are done in the Marina Plaza (Area 4) is it exclusive?	Proposals should clearly state if alcohol sales in the Area are to be exclusive to that Respondent.
41	If alcohol sales are done in the Phase 1 area, east of Michigan Avenue is it exclusive?	See the response to Question 41.
42	How will docking be handled in the Marina? How long can a boat stay there? Is there any commercial docking available?	See the response to Question 15.
43	Will the public be able to dock in Phase 1 between Lake Shore Drive and Columbus, to encourage boats traveling down the river to stop for food/drink and enjoy the river walk?	See the response to Question 15.
44	With no open liquor allowed, how do we designate where customers can drink?	Sales of alcohol must be contained within the footprint that is agreed to and included in Attachment B: the Concession License Agreement.
45	If we have a liquor or food "sponsor" will they be able to have adequate advertising? (ie. Chairs, umbrellas, signage).	Proposals that include liquor or food "sponsors" must provide very detailed plans on what sorts of furniture, umbrellas or other items that may be considered advertising. Per Section D, Item 3 Site-Specific Concessions Operations Plan. Independent advertising stands or kiosks will not be permitted on the Riverwalk.

46	Would a modified container or structure have to be removed at the end of the license period?	The Proposal should include any reasons why the City should allow for the modified container or structure to remain in place. Although the City prefers that structures not remain, it may consider negotiating this item.
47	Will any modifications to the seawall be allowed in Phase 1 for docking? (floating dock, ramp, cleats/secure points, electric service, stairs and ramp, etc)	Please see the response to Question 2.
48	What type of security service will be provided on the river walk (if any) with specific interest in the area East of Columbus. (Cameras, Guard patrols, etc.)	2FM intends to provide security guards who will patrol the entire stretch of the Riverwalk as part of the Maintenance and Operations plan for the 2015 Season. Additionally, the Office of Emergency Management and Communications have existing cameras at various locations throughout the available space for 2015.
49	Can a non-food vendor partner with a food vendor at one location that would include only double signage? The non-food vendor would not have any space at the location - it would only be permitted by the food vendor to place a mobile sign acting as an information bulletin. The space at the location is fully operated by the food vendor.	The sign- in sheet from the pre-submittal conference is available. Vendors can coordinate providing complementary services and co-exist in the same area.
50	You mentioned that the space in the Cove (Area 5) was sub-divisible. Will the facilities in the cove have access to telecom/cable lines already installed?	Please see the response to Question 17.
51	Concerning access to power in area 1, the document states that "connections will need to be made for applicable utilities including but not limited to; electric, water, natural gas, and telecom". Will there be designated access points from which we will be allowed to connect? If so, will the city be providing cost estimates for the installation of utility lines? If we are going to negotiate how those costs are divided we will have to know exactly what they entail.	Please see Section C, Item 5 Utilities on page 12. Please include specific utility needs for operations as 2FM would like to assist in providing the connections except in areas where it is cost prohibitive. 2FM will work with selected vendors to negotiate the final details on utility connections.
52	The document states that all businesses will be required to pay employees a minimum \$13/hr. Sounds like a bunch of our employees are getting a raise? Just want to clarify that.	This is consistent with Mayoral Executive Order No. 2014-1 effective October 1, 2014, which specifies a minimum wage to be paid to certain employees of City contractors and employees of City concessionaires. This is separate from the requirements of the Chicago Minimum Wage Ordinance which was enacted this past December.

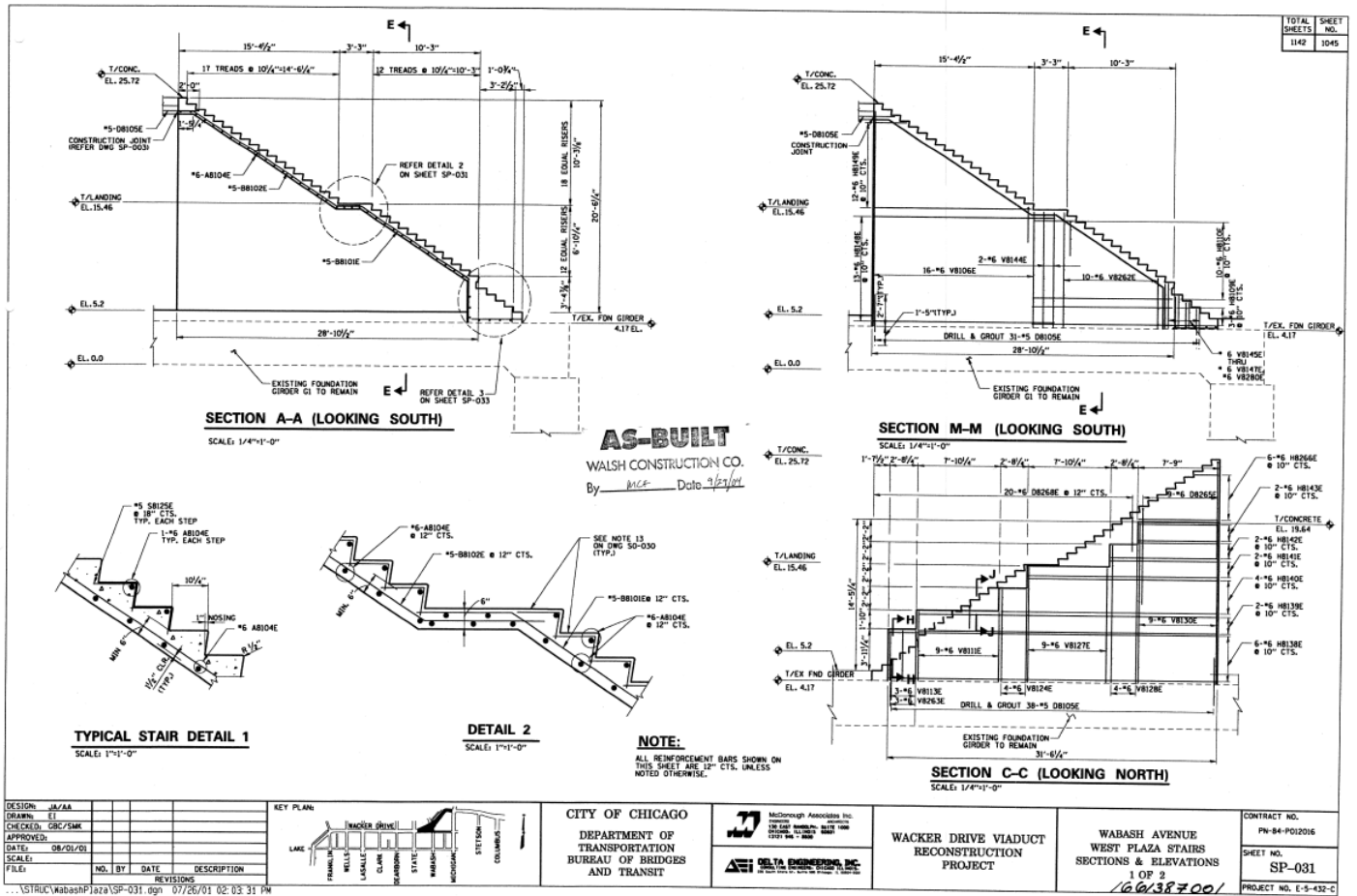
53	<p>It's been suggested that there has been some interest in the idea of an adventure corridor along the stretch b/w Columbus and Lake Shore Drive. That said, there is nothing there and no utilities currently so is this a longer term vision? Once say, the core Riverwalk is functioning at capacity? Does the City have any concerns about spreading vendors too far out at this early stage which might lose the feel of an actual Riverwalk Corridor. Would they consider a 5 year plan for space closer in for adventure based businesses, with the idea to moving those business types further east once the RW has reached core capacity and has more built out space? Assuming the City isn't expecting larger scale tour operators to build out space along such an adventure corridor for a 6-year lease. Does the City expect a development company to come in and build out the space? Or would this be a tenant by tenant project? I'm just trying to gauge the thought process here, because the east side of RW needs considerable infrastructure for a quality vendor.</p>	<p>The 2015 Season is currently available for questions addressing the seasonal license agreements. Long term planning cannot be addressed in the context of this RFP.</p>
54	<p>Regarding east/west of Columbus, where are the utility hook-ups and would the City consider hooking up at their expense. And as the City is considering major developers, are they eventually looking to have built out space along the Riverwalk to lease?</p>	<p>Proposals can include request the City be responsible for utility connections. Major developers are not being considered for the 2015 Season as an active RFP is still under procurement.</p>
55	<p>Are there current short term leases in place at this moment for any of the vendors currently on the Riverwalk? Such as Bike and Roll west (Area 3) of Wacker/Wabash? Or O'briens east of Wacker/Wabash (Area 2)? Any others?</p>	<p>The Park District Right of Entry expired on December 31, 2014. There are no existing leases in place with the City of Chicago.</p>
56	<p>The NOA states that the Riverwalk aims to be a year-round attraction, but only sets the available dates from May 3rd to Nov 1st. We started out seasonally but have evolved to be year-round, we would love to have the opportunity to be open year-round. Why aren't their longer lease terms available at this point?</p>	<p>2FM has authority pursuant to City ordinance to enter into concession agreements for only 180 day term. Proposals must be made on the basis of a 180-day term. Alternate proposals for a year-round term and/or extension option will be received, but cannot be accepted without City Council approval. Due to timing, obtaining that approval prior to the beginning of the 2015 Season may be difficult.</p>
57	<p>One of the guiding principles of the Riverwalk is to create year-round programing. Are they going to consider long-term leases? And what is the max length they would consider?</p>	<p>The 2015 Season is May 5- November 1. Please see the response to Question 53.</p>

58	One of the Guiding principles is perceived and actual safety, will there be security in place and for what hours? Year round or what dates?	Please see the response to Question 45.
59	Will bike riding be allowed along Riverwalk? Or certain sections walking bikes though? Any idea of where the “walk Bikes” section would exist?	The Riverwalk is not an official bike path. Proposals may include establishing “walk Bikes” sections.
60	Trash Pick-up: How often? Will we be provided dumpsters? Where to dispose of trash at each site? Will there be Recycling?	2FM intends to have janitorial service for the common areas of the Riverwalk as part of Maintenance and Operations. Vendors are responsible for contracting with their own waste/recycling provider.
61	One of the Guiding Principles is to create a link between the River and the Lakefront (year-round), will there be Snow Removal? If so, where exactly would snow removal consist be? All the way to the lakefront? And year-round?	2FM has snow removal included in the Maintenance and Operations plan for 2015 from Lake Shore Drive to LaSalle Street. Effective upon approval of that contract until January 31, 2016.
62	One of the Guiding Principles of the Riverwalk is to bring people to the River and easy to locate and navigate. Will we have a street address assigned? Mail? A big part of any restaurant or tour attraction is Google Maps, I phone Maps, etc, visitors depend on these maps to find where they are and how to find their destination. Will these address be registered with the City and official address registered to Google, Apple, etc. Not sure if that has been discussed, but wanted to suggest it to attract top attractions who realize how important this is.	Street Addresses will be assigned to selected vendors by the Department of Transportation. The addresses will be official with the City. The City has no control over what information private firms like Google and Apple choose to use. Emergency responders, including Police and Fire will know of the addresses.
63	The NOA said that the City intends to build Public Restrooms. Is that the case and if so when would they be built (completion)? And where will they be located exactly? I didn't see the bathrooms listed in the site plans	Please see the response to question 13.
64	The NOA states that all licensees must pay their staff minimum wage of \$13/hour this year. I'm assuming that is a type-o, as the \$13/hour minimum wage doesn't take place for a couple of years. But of course we should pay at least minimum wage I'm assuming, whatever that may be at the current time.	Please see the response to question 52.
65	I think I read the NOA stating that the City will be delivering what sounds like a vanilla box for those spaces that are pre-existing structures. What exactly does that mean? Drywall? Secure windows and doors? Utilities hooked in with lights, water, electric connected? Or does each space come “as is” currently?	Sites are available “as-is.” Proposals that include improvements will be well received.

66	Some locations aren't secure with just a fence closing off secure property, does the City plan to build a secure wall and door? Such as the west side of Wacker /Wabash (Area 3) location adjacent to Vietnam Veterans plaza? Also, will the City replace the boarded up windows at that location?	Proposals that include improvements will be well received and should specifically call out improvements the Respondent wants the City to perform before the start of the 2015 Season.
67	Regarding Wacker and Wabash (Area 2 or Area 3) staging, can we put bikes out on the promenade space directly in front of the location? Not blocking the pathway? For both upper and lower sections?	Wacker and Wabash could be either Area 2 or Area 3. Please submit your staging plan as part of Section D, Item 3: Site Specific Concession Operations Plan.
68	Regarding Wacker/Wabash: Overall, I would like to know more about the build out. With a short season being offered, May to end of October, and only 1 year lease to applicants available, is the City then going to provide all of the buildout? Or is this the responsibility of the licensee?	2FM has authority for 180 day license agreement only. Please see the response to question 66.
69	Regarding Utilities/Water/Electric/etc, it states that they exist at Wacker and Wabash location. Would the City be helping to set up those services? Or is it solely the responsibility of the licensee.	Please see the response to question 51.
70	What is the ceiling height for Area 3?	Attached are elevation drawings from the area under Wabash Plaza West (Area 3). The elevations under the plaza are approximately 16' at the east end to approximately 3' at the west end under the stairs.
71	Is it possible to obtain pictures of the current state of the Area 3?	Attached.
72	Is it possible to obtain a legible copy (larger) of the architecture drawing on page 13 of Attachment A?	Please see the response to Question 70 and the attached elevation drawing.
73	Are there any limitations to hanging items from the ceiling/wall or in painting walls/ceiling/floor in Area 3? If not, are we expected to repaint the space at end of the season?	Any attachments that require drilling into the post-tension bridge deck will need approval from the Department of Transportation. Returning the site to the original condition (painting, etc) can be negotiated.
74	For utility extensions, and other small construction projects are we required to use union contractors?	You must comply with the City's Multi- Project Labor Agreement, which in many cases requires use of union contractors. Please see http://www.cityofchicago.org/dam/city/depts/dps/RulesRegulations/Multi-ProjectLaborAgreement-PLAandSignatoryUnions.pdf . In addition all applicable permits from the Department of Buildings and Transportation are required.
75	Are there any current HVAC capabilities in Area 3?	There is no existing HVAC equipment on site. Facilities can be installed as an improvement.

76	Beyond the locks on the back gate and front door are there any further security measures in Area 3?	There is an existing gate entrance to the location at top of the ramp at Lower Wacker.
77	What are the plans to upgrade the security (police, etc) both on the river walk and water surrounding river walk?	Please see the response to Question 48.
78	Will the city clean up all graffiti surrounding river walk and in the interior spaces?	Yes.
79	One of the Guiding principles is perceived and actual safety, will there be security in place and for what hours? Year round or what dates?	Please see the response to Question 48. Security teams will be on site 24 hours a day for the 2015 Season.
80	Will bikes be allowed to on river walk?	The Riverwalk is not a bike path. In areas of pedestrian congestion, bikes may be restricted.
81	Can Licensee establish indemnification clauses into its operations to protect itself against matters outlined in Section A., subsection 4, of Insurance Requirements	Please see the response to Please include any items you'd like to negotiate in the Proposal.
82	Is the City or Licensee responsible for flood damage? We understand City is responsible for cleanup. Is there a timeframe that cleanup is guaranteed (7 days a week)?	2FM's Maintenance and Operations plan includes power washing after flood events.
83	Will a proposal be considered if requesting the city to provide an interior space wall as to separate one concession from another as it is now currently all open, or is this solely the responsibility of the concessionaire?	Please see the response to Question 66.
84	Will concessionaires be provided with a list of approved contractors for improvements?	2FM does not have an approved contractor list. 2FM encourages the use of vendors who are in the City's M/WBE program.
85	Will 2015 concessionaires be given the first right of refusal in a long term contract when a management company is hired assuming it is a fruitful relationship for both the city and the concessionaire?	The City doesn't typically enter into those types of arrangements.
86	Architectural renderings for the interior layout & specs with his NOA Proposal, ARE PAGES 18, 19 & 20 (Attachment "A") AVAIL AS ENLARGEMENTS FROM YOUR SIDE??	Specific architectural drawings are not required. Conceptual drawings are recommended and will be well received. It is understood that specific design details will need to be negotiated with selected vendors. A request for electronic copies of the drawings can be made by emailing: michelle.woods@cityofchicago.org Below please find a typical section for Area 4 and Area 5.
87	It appears that outdoor seating IS avail for "Marina"?? Page 15 - Attachment "A" shows 4700 EXTERIOR sf, thus if (we) wanted to designate a portion of this area for 'table space', it would need to be figured within the overall NOA Proposal Submission ... correct?? [Otherwise we could request placement for "Cove" which has NO	Yes that is correct – exterior space can be activated with a specific use. Please see Section D, Item 3 Site Specific Concession Operations on page 15. The proposal should include a plan on how to activate the Area.

	outdoor area].	
88	ONE elec panel PER "Area 4 & 5"; thusly (1) at 'Marina'; (1) at 'Cove'. Would (we) therefore be responsible to run conduit for the appliances to THAT panel accordingly ... OR ... are the various plug ins already in place and spaced amply across each Area??	Selected vendors are responsible for installing a new Com Ed meter in the electrical room, pulling cable into the breaker panel and installing conduit from the panel to their equipment (eg: outlets, lights, etc) or requesting the City perform these services in the Proposal.
89	Can I use my kitchen to prepare food and individually wrap and then transport to the site?	Please see Rider Four: Chicago Department of Public Health Rules & Regulations Re: Riverwalk Food Establishments.
90	Is there preferred vendors for beverages ie Coke versus Pepsi?	There are no preferred vendors.
91	When selling liquor, are the customers confined to the indoor space or can the go out onto the concourse?	They will be permitted into Area specific interior and exterior space. Please see the response to Question 44. No alcohol will be permitted in the common areas.
92	With the signage, is there going to be one vendor for uniformity or are we just following the guidelines in the proposal?	2FM will coordinate signage with the Selected vendors such that there is a level of uniformity.



Response to Question 71:



Response to Question 71:

